

Memorandum

To: Members of the Iowa Council on Homelessness and Other Iowa Stakeholders
From: Amber Lewis, Iowa Finance Authority
Date: May 20, 2016
Re: Travel Funds Available in Iowa for Selected Homelessness Trainings in June 2016

This is to follow up with the Iowa Council on Homelessness (ICH) Executive Committee's decision at their April 2016 meeting to support travel expenses of participants to attend some upcoming training opportunities in June 2016. This email summarizes the details, which have also been approved by IFA to pay from the current \$50k legislative appropriation in support of the ICH. Here are the details, which may be forwarded and shared with those who may be interested:

- \$5,000 is available in funds to support travel;
- Participants may use the funds to travel to the HUD Peer-to-Peer Symposium on June 8 – 9 in Des Moines (the Symposium itself is free, so this is just for travel);
- If leftover funds remain, participants may use the funds to attend trainings in June with the Institute for Community Alliances on the shift in Iowa to a "Closed with Exceptions HMIS System";
- Travel expenses will be paid as followed:
 - One vehicle per organization;
 - Paid on a reimbursement basis when submitted in writing to the Iowa Finance Authority;
 - Not limited to members of the Iowa Council on Homelessness;
 - For organizations or individuals in Iowa located at least 50 miles from the training location;
 - Will be paid by the state rate for travel, at \$0.39/mile;
 - Only mileage, no lodging or food;
 - Will be processed in the order that IFA receives the requests, until the money runs out.
- Questions, please email amber.lewis@iowa.gov.